



State of Nevada – Department Of Personnel

CLASS SPECIFICATION

<u>TITLE</u>	<u>GRADE</u>	<u>EEO-4</u>	<u>CODE</u>
SEWAGE TREATMENT PLANT OPERATOR III	31	G	9.495
SEWAGE TREATMENT PLANT OPERATOR II	30	G	9.496
SEWAGE TREATMENT PLANT OPERATOR I	29	G	9.497

SERIES CONCEPT

A Sewage Treatment Plant Operator performs operations and maintenance tasks in the operation of a sewage treatment facility in accordance with local, State and federal regulation affecting the treatment and disposal of sewage; and performs related work as required.

Processes and exports park generated sewage by observing and monitoring all stages of treatment, pulling samples, performing tests, recording and correlating data, adjusting operations accordingly and introducing chemicals into the system as necessary.

Monitors, maintains and repairs the gravity sewage collection system including lines, cleanouts, manholes and interceptors; the sewage lift stations including wells, pumps, control panels, alarm systems, mains, valves and ventilation system; the in-line comminutors; the surge tank; the aeration tank; filter room; chlorine contact tank; export station; and decant tank. Uses a variety of hand tools, powered tools, compressors, soldering equipment, hoists, measuring devices and test equipment to perform preventative maintenance and diagnose and repair malfunctions.

Performs analytical laboratory tests and records the results using scales, ovens, pH meters, Dissolved Oxygen meters, vacuum pumps and a distiller to determine, for example, the amount of suspended solids in the effluent water.

Monitors, maintains and repairs the potable water supply system including pumps, motors, compressors, tanks, gauges and controls and samples water according to State Health Department regulations.

Maintains the emergency power supply to ensure sewage processing during power failures; monitors and provides for pumping of the Spooner holding tanks; and monitors and tests the alarm systems for proper efficiency.

Prepares and submits periodic reports of the treatment plant activities to the State and federal Environmental Protection Agencies; prepares purchase orders to maintain adequate supplies; maintains preventative maintenance schedules for all plant equipment; and accumulates hazardous material data and establishes safety procedures relative to their use.

CLASS CONCEPTS

SEWAGE TREATMENT PLANT OPERATOR III

Under general supervision, positions in this class perform all of the duties in the series concept. In addition, the incumbent may supervise lower level personnel on a seasonal basis.

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CLASS CONCEPTS (cont.)

Positions in this class are distinguished from those at the lower level by functioning at the full journey level and having attained the required certification.

SEWAGE TREATMENT PLANT OPERATOR II

Under supervision, positions in this class independently perform the routine duties of the series concept; continue to receive training in the more technical duties such as performing the lab tests, analyzing results, and introducing chemicals into the system; and complete the required coursework to achieve the Grade III certification.

Incumbents progress to the journey level upon successful completion of all required training, attainment of the Grade III certification and the recommendation of the appointing authority.

SEWAGE TREATMENT PLANT OPERATOR I

Under immediate supervision, positions in this class receive training in performing the duties of the series concept and complete the required coursework for a Grade II, Water Treatment Operator certification. Incumbents progress to the higher level upon successful completion of the training period, attainment of the required certification and the recommendation of the appointing authority.

MINIMUM QUALIFICATIONS

SEWAGE TREATMENT PLANT OPERATOR III

EDUCATION AND EXPERIENCE:

I

Graduation from high school or the equivalent and three years of experience in sewage treatment plant operation and maintenance; OR

II

One year of experience as a Sewage Treatment Plant Operator II in Nevada State service; OR

III

An equivalent combination of education and experience that provided the applicant with the entry level knowledge, skills and abilities.

LICENSE: Waste Water Treatment Operator, Grade III, certification is required at the time of appointment.

FULL PERFORMANCE KNOWLEDGE, SKILLS AND ABILITIES: (These may be acquired on the job and/or needed to perform the work assigned.)

Working knowledge of the treatment plant capacity and export limitations. Working knowledge of the local, State and federal regulations affecting the treatment and disposal of sewage. Working knowledge of practices, materials, tools and equipment used in sewage plant operation and maintenance. Working knowledge of the health regulations affecting potable water supplies. General knowledge of the principles and practices of supervision. General knowledge of departmental and State purchasing procedures.

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MINIMUM QUALIFICATIONS (cont.)

ENTRY LEVEL KNOWLEDGE, SKILLS AND ABILITIES: (Applicants will be screened for possession of these through written, oral, performance or other evaluation procedures.)

Ability to operate and maintain back-up power sources. Ability to sample and perform tests of influent and effluent waters. Ability to attain a Waste Water Treatment Operator, Grade III, certification.

In addition, all knowledge, skills and abilities required at the lower level of this series.

SEWAGE TREATMENT PLANT OPERATOR II

EDUCATION AND EXPERIENCE:

I

Graduation from high school and two years of experience in sewage treatment plant operations and maintenance; OR

II

One year of experience equivalent to a Sewage Treatment Plant Operator I in Nevada State service; OR

III

An equivalent combination of education and experience that provided the applicant with the entry level knowledge, skills and abilities.

LICENSE: Waste Water Treatment Operator, Grade II, certification is required at the time of appointment. A Grade III certification must be obtained within one year.

FULL PERFORMANCE KNOWLEDGE, SKILLS AND ABILITIES: (These may be acquired on the job and/or needed to perform the work assigned.)

Working knowledge of the sewage treatment plant operations. Working knowledge of health and environmental rules and regulations affecting the treatment and disposal of sewage. Working knowledge of the record keeping and reporting requirements of the sewage treatment plant.

Ability to attain a Waste Water Treatment Operator, Grade III certification.

ENTRY LEVEL KNOWLEDGE, SKILLS AND ABILITIES: (Applicants will be screened for possession of these through written, oral, performance or other evaluation procedures.)

Working knowledge of practices, materials, tools and equipment used in sewage plant operation and maintenance. General knowledge of physical chemistry.

Ability to perform basic mathematic computations. Ability to read and comprehend administrative policy, regulatory laws and procedures, safety and equipment publications, blueprints and schematic drawings.

Skill in the use of hand tools, power tools and hoists.

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MINIMUM QUALIFICATIONS (cont.)

SEWAGE TREATMENT PLANT OPERATOR I

EDUCATION AND EXPERIENCE:

I

Graduation from high school or the equivalent and one year of experience in sewage treatment plant operation and maintenance; OR

II

An equivalent combination of education and experience that provided the applicant with the entry level knowledge, skills and abilities.

LICENSE: Waste Water Treatment Operator, Grade I, certification is required at the time of appointment. A Grade II certification must be obtained within one year.

FULL PERFORMANCE KNOWLEDGE, SKILLS AND ABILITIES: (These may be acquired on the job and/or needed to perform the work assigned.)

General knowledge of the sewage treatment plant operations. General knowledge of health and environmental rules and regulations affecting the treatment and disposal of sewage. General knowledge of the record keeping and reporting requirements of the sewage treatment plant.

Ability to attain a Waste Water Treatment Operator, Grade II, certification.

ENTRY LEVEL KNOWLEDGE, SKILLS AND ABILITIES: (Applicants will be screened for possession of these through written, oral, performance or other evaluation procedures.)

General knowledge of practices, materials, tools and equipment used in sewage plant operation and maintenance. Basic knowledge of physical chemistry.

Ability to perform basic mathematic computations. Ability to read and comprehend administrative policy, regulatory laws and procedures, safety and equipment publications, blueprints and schematic drawings.

Skill in the use of hand tools, power tools and hoists.

This class specification is used for classification, recruitment and examination purposes. It is not to be considered a substitute for work performance standards for positions assigned to this class.

ESTABLISHED:	<u>9.495</u> 8/25/77	<u>9.496</u> 7/1/91P 11/29/90PC	<u>9.497</u> 7/1/91P 11/29/90PC
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